

Office of Human Resources

4301 West Markham # 564
Little Rock, AR 72205-7199
501-686-5650
www.uams.edu/ohr



STOP DEDUCTION FORM

This form is to be used to stop deductions which originate within UAMS.

If you wish to stop a voluntary insurance deduction such as CNA long term care insurance or MetLife critical illness insurance, you must contact the carrier directly. If you are canceling your policy, the carrier will notify UAMS Human Resources to stop the deduction on their next billing cycle. If you overpay any premiums, the carrier will refund those to you.

DATE: _____

TO: UAMS Office of Human Resources
Records Section
Fax to (501) 603-1318 or mail to box # 564

FROM: _____
(print your name and your daytime phone number)

Effective _____, I wish to stop payroll deduction for (check one):
(date)

_____ United Way

_____ Liberty Mutual

_____ Other: _____

Signature

Social Security Number